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United States Department of State

Key Officers of Foreign Service Posts

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Guide for Business Representatives

Spring 1993

It is most important that correspondence to a Foreign Service post be addressed to a section or position rather than to an officer by name. This will eliminate delays resulting from the forwarding of official mail to officers who have transferred. Normally, correspondence concerning commercial matters should be addressed simply "Commercial Section" followed by the name and correct mailing address of the post. (Examples of correct mailing addresses appear on page xii.)

Department of State Publication 7877
Revised Spring 1993
OFFICE OF INFORMATION SERVICES
Publishing Services Division

TO SUBMIT KEY OFFICER CHANGES ONLY:
SEND CABLE TO:
PS/GE, ROOM 1845, DEPARTMENT OF STATE 20520–1853
or FAX (202) 647–0016
FAX messages must be followed up with cables or memos

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Washington, D.C. 20402.

KEY OFFICERS OF FOREIGN SERVICE POSTS

Guide for Business Representatives

The Key Officers Guide lists key officers at Foreign Service posts with whom American business representatives would most likely have contact. All embassies, missions, consulates general, and consulates are listed.

At the head of each U.S. diplomatic mission are the Chief of Mission (with the title of *Ambassador, Minister,* or *Charge d'Affaires)* and the Deputy Chief of Mission. These officers are responsible for all components of the U.S. Mission within a country, including consular posts.

Commercial Officers assist U.S. business through: arranging appointments with local business and government officials, providing counsel on local trade regulations, laws, and customs; identifying importers, buyers, agents, distributors, and joint venture partners for U.S. firms; and other business assistance. At larger posts, trade specialists of the US&FCS perform this function. At smaller posts, commercial interests are represented by economic/commercial officers from the Department of State.

Commercial Officers for Tourism implement marketing programs to expand inbound tourism, to increase the export competitiveness of U.S. travel companies, and to strengthen the international trade position of the United States. These officers are employees of the U.S. Travel and Tourism Administration (USTTA), an agency of the U.S. Department of Commerce with offices in various countries. Additional important markets in Europe, Asia, the Pacific, and Latin America are covered by the Foreign Commercial Service and the private sector under USTTA leadership.

Economic Officers analyze and report on macroeconomic trends and trade policies and their implications for U.S. policies and programs.

Financial Attaches analyze and report on major financial developments.

Political Officers analyze and report on political developments and their potential impact on U.S. interests.

Labor Officers follow the activities of labor organizations and can supply information on wages, nonwage costs, social security regulations, labor attitudes toward American investments, etc.

Consular Officers extend to U.S. citizens and their property abroad the protection of the U.S. Government. They maintain lists of local attorneys, act as liaison with police and other officials, and have the authority to notarize documents. The Department recommends that business representatives residing overseas register with the consular officer; in troubled areas, even travelers are advised to register.

Administrative Officers are responsible for normal business operations of the post, including purchasing for the post and its commissary.

Regional Security Officers are responsible for providing physical, procedural, and personnel security services to U.S. diplomatic facilities and personnel; their responsibilities extend to providing in-country security briefings and threat assessments to business executives.

Security Assistance Officers are responsible for Defense Cooperation in Armaments and foreign military sales to include functioning as primary in-country point of contact for U.S. Defense Industry.

Scientific Attaches follow scientific and technological developments in the country.

Agricultural Officers promote the export of U.S. agricultural products and report on agricultural production and market developments in their area.

AID Mission Directors are responsible for AID programs, including dollar and local currency loans, grants, and technical assistance.

Public Affairs Officers are the press and cultural affairs specialists and maintain close contact with the local press.

Legal Attaches serve as representatives to the U.S. Department of Justice on criminal matters.

Communications Programs Officers are responsible for the telecommunications, telephone, radio, diplomatic pouches, and records management programs within the diplomatic mission. They maintain close contact with the host government's information/communications authorities on operational matters.

Information Systems Managers are responsible for the post's unclassified information systems, database management, programming, and operational needs. They provide liaison with appropriate commercial contacts in the information field to enhance the post's systems integrity.

Animal and Plant Health Inspection Service Officers are responsible for animal and plant health issues as they impact U.S. trade and in protecting U.S. agriculture from foreign pests and diseases. They expedite U.S. exports in the area of technical sanitary and phytosanitary (S&P) regulations.

Business representatives planning a trip overseas should include in their preparations a visit or telephone call to the nearest U.S. Department of Commerce District Office. The District Office can provide extensive information and assistance as well as a current list of legal holidays in the countries to be visited. If desired, the District Officer can also provide advance notice to posts abroad of the representative's visit.

The Department of State, Bureau of Diplomatic Security, can also provide current data on the security situation to interested persons planning trips abroad. American business

representatives desiring this information should contact the Diplomatic Security Service, Overseas Support Programs Division, (202) 647–3122.

Some of the services jointly provided by the Departments of State and Commerce to U.S. business firms interested in establishing a market for their products or expanding sales abroad include:

—The Trade Opportunities Program (TOP), which provides specific export sales leads of U.S. products and services;

—World Traders Data Report (WTDR), which provides detailed financial and commercial information on individual firms abroad upon request from U.S. companies;

—Agent Distributor Service (ADS), which helps U.S. firms find agents or distributors to represent their firms and market their products abroad; and

—Information about foreign markets for U.S. products and services and U.S.-sponsored exhibitions abroad in which American firms can participate and demonstrate their products to key foreign buyers.

In all matters pertaining to foreign trade, the nearest U.S. Department of Commerce District Office should be your first point of contact. Foreign trade specialists at these facilities render valuable assistance to U.S. business representatives engaged in international commerce.

For additional information about Foreign Service assistance to American business overseas, or for specialized assistance with unusual commercial problems, you are invited to visit, telephone, or write the Office of Commercial, Legislative, and Public Affairs, Bureau of Economic and Business Affairs, U.S. Department of State, Washington, D.C. 20520–5816. Telephone (202) 647–1942.

DEPARTMENT OF COMMERCE
DISTRICT OFFICES

ALABAMA

Birmingham—Room 302, Berry Bldg.
2015 2d Ave., North, 35203;
Tel (205) 731-1331; FAX 731-0076

ALASKA

Anchorage—Suite 319, World Trade Center Alaska
4201 Tudor Center Drive, 99508
Tel (907) 271-6237; FAX 271-4242

ARIZONA

Phoenix—Room 3412, Federal Bldg.
230 N. First Ave., 85025;
Tel (602) 379-3285; FAX 379-4324

ARKANSAS

Little Rock—Suite 811,USAble Corporate Center
320 W. Capitol Ave. 72201;
Tel (501) 325-5794; FAX 324-7380

CALIFORNIA

San Francisco—14th Floor
250 Montgomery St., 94104
District Office: (415) 705-2300
Region Office: (415) 705-2310
FAX: (415) 705-2299

Los Angeles—Room 9200,
11000 Wilshire Blvd., 90024;
Tel (213) 575-7104; FAX 575-7220

San Diego—Suite 230,
6363 Greenwich Dr., 92122;
Tel (619) 557-5395; FAX 557-6176

Santa Ana—Suite 1,
116-A W. 4th St., 92701;
Tel (714) 836-2461; FAX 836-2332

COLORADO

Denver—Suite 680,
1625 Broadway, 80202;
Tel (303) 844-3246; FAX 844-5651

CONNECTICUT

Hartford—Rm. 610-B, Fed. Bldg.,
450 Main St., 06103;
Tel (203) 240-3530; FAX 240-3473

DISTRICT OF COLUMBIA (Closed)

FLORIDA

Miami—Suite 224, Fed. Bldg.,
51 S.W. First Ave., 33130;
Tel (305) 536-5267; FAX 536-4765

Clearwater—128 N. Osceola Ave., 34615;
Tel (813) 461-0011; FAX 449-2889

Orlando—Room 346— CEBA II,
College of Business Administration,
U of Central Fla. 32816;
Tel (407) 648-6235

Tallahassee—Rm 401, Collins Bldg.,
107 W. Gaines St., 32304;
Tel (904) 488-6469; FAX 487-1407

GEORGIA

Atlanta—Plaza Square North
4360 Chamblee-Dunwoody Rd., 30341
Tel (404) 452-9101; FAX 452-9105

Savannah—Room A-107
120 Barnard St., 31401;
Tel (912) 944-4204; FAX 944-4241

HAWAII

Honolulu—P.O. Box 50026,
400 Ala Moana Blvd., 96850;
Tel (808) 541-1782; FAX 541-3435

IDAHO

Boise (Portland, Oregon Dist.)—2d Floor,
Joe R. Williams Bldg.
700 W. State St., 83720;
Tel (208) 334-3857; FAX 334-2631

ILLINOIS

Chicago—Room 1406
Mid Continental Plaza Bldg.
55 E. Monroe St., 60603;
Tel (312) 353-4450; FAX 886-8025

Wheaton— Illinois Institute of Technology
201 East Loop Drive, 60187
Tel (312)-353-4332; FAX 353-4336

Rockford— P.O. Box 1747,
515 N. Court St., 61110-0247;
Tel (815) 987-8123; FAX 987-8122

INDIANA

Indianapolis—Suite 520,
One North Capitol, 46204;
Tel (317) 226-6214; FAX 226-6139

IOWA

Des Moines—Room 817 Fed. Bldg.,
210 Walnut St., 50309;
Tel (515) 284-4222; FAX 284-4021

Cedar Rapids—424 First Avenue, N.E. 52401,
Tel (319) 362-8418; FAX 398-5228

KANSAS

Wichita (Kansas City Dist.)—
151 N. Volutsia, 67214-4695
Tel (316) 269-6160; FAX 683-7326

KENTUCKY

Louisville—Rm. 636B,
Gene Snyder Courthouse and
Customhouse Bldg.
601 W. Broadway, 40202;
Tel (502) 582-5066; FAX 582-6573

LOUISIANA

New Orleans—432 World Trade Center,
No. 2 Canal St., 70130;
Tel (504) 589-6546; FAX 589-2337

MAINE

Augusta (Boston Dist.)—
77 Sewall St., 04330;
Tel (207) 622-8249; FAX 626-9156

MARYLAND

Baltimore—413 U.S. Customhouse,
40 S. Gay St., 21202;
Tel (301) 962-3560; FAX 962-7813

Gaithersburg—c/o National Institute of
Standards and Technology,
Building 411, 20899
Tel (301) 962-3560

MASSACHUSETTS

Boston—Suite 307, World Trade Center,
Commonwealth Pier Area, 02210;
Tel (617) 565-8563; FAX 565-8530

MICHIGAN

Detroit—1140 McNamara Bldg.,
477 Michigan Ave., 48226;
Tel (313) 226-3650; FAX 226-3657

Grand Rapids
300 Monroe NW., 49503;
Tel (616) 456-2411; FAX 456-2695

MINNESOTA

Minneapolis—108 Fed. Bldg.,
110 S. 4th St., 55401;
Tel (612) 348-1638; FAX 348-1650

MISSISSIPPI

Jackson—328 Jackson Mall Office Ctr.,
300 Woodrow Wilson Blvd., 39213;
Tel (601) 965-4388; FAX 965-5386

MISSOURI

St. Louis—Suite 610
7911 Forsyth Blvd., 63105;
Tel (314) 425-3302; FAX 425-3381

Kansas City—Rm. 635,
601 E. 12th St., 64106;
Tel (816) 426-3141; FAX 426-3140

NEBRASKA

Omaha—11133 "O" St., 68137;
Tel (402) 221-3664; FAX 221-3668

NEVADA

Reno—1755 E. Plumb Lane, #152, 89502;
Tel (702) 784-5203; FAX 784-5343

NEW JERSEY

Trenton—Suite 100,
3131 Princeton Pike, Bldg. #6, 08648;
Tel (609) 989-2100; FAX 989-2395

NEW MEXICO

Albuquerque—Room 320,
625 Silver SW., 87102;
Tel (505) 766-2070; FAX 766-1057

NEW YORK

Buffalo—1312 Fed. Bldg.,
111 W. Huron St. 14202;
Tel (716) 846-4191; FAX 846-5290

Rochester—Suite 220,
111 East Ave., 14604;
Tel (716) 263-6480; FAX 963-6505

New York—Room 3718, Fed. Off. Bldg.,
26 Fed. Plaza, 10278;
Tel (212) 264-0600; FAX 264-1356

NORTH CAROLINA

Greensboro—203 Fed. Bldg.,
400 W. Market St., Suite 400
P.O. Box 1950, 27401;
Tel (919) 333-5345; FAX 333-5158

OHIO

Cincinnati—9504 Fed. Off. Bldg.,
550 Main St., 45202;
Tel (513) 684-2944; FAX 684-3200

Cleveland—Room 600,
668 Euclid Ave., 44114;
Tel (216) 522-4750; FAX 522-2235

OKLAHOMA

Oklahoma City—6601 Broadway Extension, 73116;
Tel (405) 231-5302; FAX 841-5245

Tulsa—440 S. Houston St., 74127;
Tel (918) 581-7650; FAX 581-2844

OREGON

Portland—Suite 242, One World Trade Center,
121 SW Salmon St., 97204;
Tel (503) 326-3001; FAX 326-6351

PENNSYLVANIA

Philadelphia—Suite 202, 475 Allendale Rd.,
King of Prussia, 19406;
Tel (215) 962-4980; FAX 951-7959

Pittsburgh—2002 Fed. Bldg.,
1000 Liberty Ave., 15222;
Tel (412) 644-2850; FAX 644-4875

PUERTO RICO

San Juan (Hato Rey)—Room G-55,
Charndon Avenue
Fed. Bldg., 00918;
Tel (809) 766-5555; FAX 766-5692

RHODE ISLAND

Providence (Hartford Dist. Office)—
7 Jackson Walkway, 02903;
Tel (401) 528-5104; FAX 528-5067

SOUTH CAROLINA

Columbia—Suite 172,
Strom Thurmond Fed. Bldg.,
1835 Assembly St., 29201;
Tel (803) 765-5345; FAX 253-3614

Charleston—Room 128, JC Long Bldg.,
9 Liberty St., 29424;
Tel (803) 724-4361

TENNESSEE

Nashville—Suite 1114, Parkway Towers,
404 James Robertson Parkway, 37219-1505;
Tel (615) 736-5161; FAX 736-2454

Memphis—Suite 200, Falls Bldg.,
22 N. Front St., 38103;
Tel (901) 544-4137

Knoxville—301 East Church Avenue 37915
Tel (615) 549-9268

TEXAS

Dallas—World Trade Center
Suite 170
2050 North Stemmons Freeway
P.O. Box 58130
Dallas, Texas 75258
Tel (214) 767-0542; FAX 767-8240

Austin—Suite 1200,
816 Congress Ave., 78711;
P.O. Box 12728,
Tel (512) 482-5939; FAX 320-9674

Houston— Room 2625, Fed. Courthouse Bldg.,
515 Rusk St., 77002;
Tel (713) 229-2578; FAX 229-2203

UTAH

Salt Lake City—Suite 105
324 South State St., 84111;
Tel (801) 524-5116; FAX (801) 524-5886

VIRGINIA

Richmond—8010 Fed. Bldg.,
400 N. 8th St., 23240;
Tel (804) 771-2246; FAX 771-2390

WASHINGTON

Seattle—Suite 290,
3131 Elliott Ave., 98121;
Tel (206) 553-5615; FAX 553-7253

WEST VIRGINIA

Charleston—Suite 807
405 Capitol St., 25301
Tel (304) 347-5123; FAX 347-5408

WISCONSIN

Milwaukee—Room 606, Fed. Bldg.
517 E. Wisconsin Ave., 53202;
Tel (414) 297-3473; FAX 297-3470

POST INFORMATION AND SPECIAL NOTICES

POST OPENED—Consulate: Asmara, Ethiopia

POSTS CLOSED—None

POSTS CHANGED IN RANK, STATUS, ETC.–Mogadishu, Somalia (E) to Mogadishu, Somalia (USLO); Bratislava, Czechoslovakia (C) to Bratislava, Slovak Republic (E); Prague, Czechoslovakia (E) to Prague, Czech Republic (E); Alma-Alta, Kazakhstan (E) to Almaty, Kazakhstan (E)

BREAKDOWN OF POSTS AS OF April 15, 1993

Embassies (E)	*162
Branch Offices of Embassy (BO)	2
Missions (M): USUN (New York), USOAS (Washington), USEC (Brussels), ICAO (Montreal), USNATO (Brussels), FODAG (Rome), USOECD (Paris), UNESCO (observer Mission-Paris), UNVIE (Vienna), and European Office of UN and Other IO (Geneva), Phnom Penh	11
U.S. Interests Sections (USINT)	1
U.S. Offices (USREP)	0
Consulates General (CG)	73
Consulates (C)	23
U.S. Liaison Office (USLO)	3
Total	**275
Consular Agencies (CA)	45

*This count reflects only those countries where the United States has an established physical Mission. An additional 12 countries have U.S. Ambassadors accredited to them but no physical Mission exists. Operations have been temporarily suspended at the following post: Baghdad (1/91).

**Total post count does not include Consular Agencies (CA).

ADDRESSES ARE EXAMPLES ONLY

EXAMPLES OF ACCEPTED FORMS FOR ADDRESSING MAIL

Posts with APO/FPO Numbers:

APO/FPO Address*

Name
Organization
PSC or Unit number, Box number
APO AE 09080 **or** APO AA 34038 **or**
APO AP 96337

International Address**

Name of Person/Section
American Embassy
P.O. Box 26431***
Manama, Bahrain

Posts without APO/FPO Numbers:

Diplomatic Pouch Address*

Name of Person/Section
Name of Post
Department of State
Washington, D.C. 20521-four digit add-on

(**see** page 131 for 9-digit ZIP Code explanation and listing)

International Address**

Name of Person/Section
American Embassy
Jubilaeumstrasse 93***
3005 Bern, Switzerland

NOTE: Do not combine any of the above forms (e.g., international plus APO/FPO addresses). This will only result in confusion and possible delays in delivery. Mail sent to the Department for delivery through its pouch system for posts with APO/FPO addresses cannot be accepted and will be returned to the sender.

The Military Post Service Agency (MPSA) is in the process of aligning APO/FPO numbers, according to geographic location, that became effective July 15, 1991. The APO/FPO and the U.S. Postal Service (USPS) will provide service under both the old and new APO/FPO numbers until July 15, 1992.

Every person and organization overseas served by the MPSA gets assigned a new address. For some, the change includes a new ZIP Code, but for all, the structure of the last two lines of the address changes. New York, San Francisco, and Miami are no longer used with the ZIP Code. AE, AP, and AA will be used. This change will enable the MPSA mail to be processed on automated equipment and will result in better mail service.

* Use domestic postage.
** Use international postage.
***Use street address only when P.O. box is not supplied.

ALBANIA

Tirana (E), Rruga Labinoti 103, Room 2921; PSC 59, Box 100 (A), APO AE 09624; Tel 355-42-32875, 33520; FAX 355-42-32222

AMB:	William E. Ryerson
DCM:	Christopher R. Hill
POL:	David Kostelancik
ECO/COM:	Richard Muller
CON:	Barbara Cummings
ADM:	Katherine J. Millard
GSO:	Philip G. Laidlaw
ODA:	Ltc William Ritezel, USA (resident in Vienna)
PAO:	Cynthia Caples
AID:	Dianne Blane
AGR:	Frank Padovano (resident in Rome)
FAA:	Steven B. Wallace (resident in Rome)
IRS:	Larry Legrand (resident in Rome)

ALGERIA

Algiers (E), 4 Chemin Cheikh Bachir El-Ibrahimi; B.P. Box 549 (Alger-Gare) 16000; Tel [213] (2) 601-425/255/186; Telex 66047; FAX [213] (2) 603979; COM FAX [213](2)603-979; USIS FAX [213](2) 607488

AMB:	Mary Ann Casey
AMB SEC:	Helen Lawing
DCM:	Haywood Rankin
POL:	James Howard Yellin
ECO:	William T. Fleming, Jr.
COM:	Andrew Tangalos
CON:	Amy Westling
ADM:	Samuel Brock
RSO:	Thomas E. Stocking
PAO:	Janet Wilgus
ODA:	Col Roger V. Gossick
CPO:	Howard Schultz
AGR:	Paul Hoffman
FAA:	Robert T. Francis II (resident in Paris)
IRS:	William Connett (resident in Paris)

Oran (C), 14 Square de Bamako; Tel [213] (6) 334509 and 335499; Telex 22310 AMCONRN;

PO:	(Vacant)
CON:	(Vacant)

ANGOLA

The United States maintains a liaison office in Luanda accredited to the Joint Political Military Commission that oversees implementation of the Angola Peace Accords. This office does not perform any commercial or consular services. The United States does not maintain diplomatic relations with the Government of the People's Republic of Angola.

Luanda (LO), Predio BPA, 11 Andar, Luanda; Mail international: CP 6484, Luanda, Angola. Pouch: USLO Luanda, Dept. of State, Washington, D.C., 20521-2550; IMARSAT: Int'l Operator: 873-1511471; Tel [244] (2) 39-24-98; FAX [244] (2) 39-05-15

DIR:	Edmund T. DeJarnette
DEP DIR:	Michael Metelits
CH. USMOG:	Major Richard Fritz
POL/MIL:	John E. Bash
ADM:	Joseph Schreiber
RSO:	Marilyn Wanner (resident in Windhoek)
FAA:	Ronald L. Montgomery (resident in Dakar)

ANTIGUA AND BARBUDA

St. Johns (E), FPO AA 34054-0001; Tel (809) 462-3505/06; Telex 2140 USEMB; FAX (809) 462-3516

CHG:	Bryant J. Salter
CON:	(Vacant)
ADM:	Paul Jerome Howard
RSO:	Thurron J. Mallory (resident in Santo Domingo)
PAO:	Gerald Waters (resident in Bridgetown)
AID:	Mosina Jordan (resident in Bridgetown)
LAB:	(Vacant) (resident in Bridgetown)

IRS:	Charles Shea (resident in Caracas)
LEGAT:	Paul F. Nolan (resident in Bridgetown)
FAA:	Thomas Martin (resident in Miami)

ARGENTINA

Buenos Aires (E), 4300 Colombia, 1425; Unit 4334; APO AA 34034; Tel [54] (1) 774-7611/8811/9911; Telex 18156 AMEMBAR; FAX [54] (1) 775-4205; COM FAX [54] (1) 775-6040

AMB:	Terence A. Todman
DCM:	James D. Walsh
POL:	Timothy J. Dunn
ECO:	Peter D. Whitney
COM:	Rafael Fermoselle
CON:	Barbara Hemingway
ADM:	Bernardo Segura Giron
RSO:	Victor G. Dewindt, Jr.
PAO:	Ernesto Uribe
CPO:	George J. Solomon
ISM:	Vincent J. Ryan
SCI:	Paul C. Maxwell
AID:	Robert Asselin (resident in Montevideo)
ODA:	Col Wayne C. Fisher, USAF
MILGP:	Col John C. Woolshlager, USA
AGR:	Max F. Bowser
APHIS:	Thomas L. Andre, Jr.
LAB:	William L. Lofstrom
FAA:	Larry Bruce
IRS:	Stanley Newman (resident in Sao Paulo)

ARMENIA

Yerevan (E), 18 Gen Bagramian; Tel 7-8852-151-144 or 7-885-524-661; FAX 7-8852-151-138; Telex 243137 AMEMBYER

CHG/POL:	Thomas L. Price
ECON:	Harry Gilmore
ADM:	Donald Simmons
GSO:	Matt Weiller
CPO:	Cal McQueen
AID:	Suzanne Olds
USIS:	David Siefkin

RSO:	Bill Maxwell (resident in Tbilisi)
CON:	Ronald Harms
FAA:	J. Stuart Jamison (resident in Brussels)
AGR:	David Schoonover (resident in Moscow)

AUSTRALIA

Canberra (E), Moonah Pl., Canberra, A.C.T. 2600; APO AP 96549; Tel [61] (6) 270-5000; Telex 62104 USAEMB; FAX [61](6) 270-5970

AMB:	(Vacant)
AMB SEC:	Patricia K. Rhodes
CHG:	Marilyn A. Meyers
POL:	Morton R. Dworken, Jr.
ECO:	L. Stuart Allan
COM:	Michael J. Hand (resident in Sydney)
CON:	R. Douglas Brown
ADM:	George E. Knight
RSO:	Robert E. Morris
PAO:	Guy W. Farmer
CPO:	John P. Boulanger
ISM:	M. Anne Borst
SCI:	Zachary Z. Teich
ODA:	Col Max M. Morosko, Jr., USAF
MNL:	Norman L. Achilles
AGR:	John E. Riesz
APHIS:	T. H. Russell, Jr.
FAA:	Donald V. Schmidt (resident in Singapore)
LAB:	George Dragnich

Melbourne (CG), 553 St. Kilda Road, P.O. Box 6722 Melbourne, Victoria 3004; Unit 11011, APO AP 96551–0002; Tel [61] (3) 526-5900; FAX [61](3)510-4646; USIS Tel [61] (3) 526-5930; FAX [61] (3)510-4686; COM FAX [61] (3) 510-4660

CG:	Eleanor W. Savage
CG SEC:	Jo Anne Kosh
POL:	Mark J. McBurney
COM:	Kenneth L. Norton
CON:	(Vacant)
ADM:	Victor E. Manley
BPAO:	William F. Brent
CPO:	Marc A. Beroud

Sydney (CG), 36th Fl., Pacific Power Bldg., Corner of Park and Elizabeth Sts., Sydney N.S.W. 2000; Unit 11026, APO AP 96554-0002; Tel [61] (2) 261-9200; FAX ADMIN[61](2)264-9908; COM FAX [61] (2) 261-8148

CG:	Gregorie W. Bujac
CG SEC:	Mary F. Murray
POL:	C. Steven McGann
COM:	Michael J. Hand
CON:	Donald R. Tyson
ADM:	Sandra S. Odor
BPAO:	Hugh J. Ivory
CPO:	Bruce F. Hoof, Jr.
IRS:	Vivian Simon
USTTA:	Daniel J. Young

Perth (CG), 13th Fl., 16 St. Georges Terr., Perth, WA 6000; Unit 11021; APO AP 96553-0002; Tel [61] (9) 231-9400; FAX [61](9)231-9444

CG:	Emil M. Skodon
CG SEC:	Marian H. Primrose
CON:	James B. Gray
PAO:	(Vacant)
USN:	Cdr D.C. Cahoon

Brisbane (C), 4th fl.,383 Wickham Terr., Brisbane, Queensland 4000; Unit 11018, APO AP 96553-0002; Tel [61] (7) 405-5555, 5556; FAX [61] (7) 832-6247

PO:	Mark E. Mohr

AUSTRIA

Vienna (E), Boltzmanngasse 16, A-1091, Unit 27937, Vienna; Tel [43](1) 31-339; Telex 114634; FAX [43](1) 310-0682; Consular Section: Gartenbaupro-menade 2, 4th Floor, 1010 Vienna; Tel [43] (1) 31-339; COM FAX [43] (1) 513-43-51

AMB:	(Vacant)
Secretary:	Brigette R. Shaw
CHG:	James W. Swihart, Jr.
POL:	Alfreda E. Meyers
ECO:	Edward B. O'Donnell
COM:	Benjamin J. Brown
CON:	Mary M. McAteer
ADM:	Warren P. Nixon
RSO:	Charles E. Sparks
PAO:	Craig B. Springer
CPO:	David T. Jacks
ISM:	Paul A. Converti

AID:	E. John Eckman
ODA:	Col Peter S. Hoffman, USA
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REPUBLIC OF CAPE VERDE

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CENTRAL AFRICAN REPUBLIC

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RSO:	Jon R. Myers
PAO:	Mark B. Krischik
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RSO:	Jeffrey L. Bozworth
PAO:	James T.L. Dandridge II
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RSO:	C. Stephen Craigo
PAO:	(Vacant)
CPO:	(Vacant)
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RSO:	Frederick Byron
PAO:	Louise K. Crane
CPO:	Gilbert M. Harcum

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APHIS:	Mark E. Knez
FAA:	Thomas Martin (resident in Miami)
FAA/CASLO:	Victor H. Echevarria (resident in Caracas)
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COTE D'IVOIRE
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PAO:	Thomas N. Hull
AID:	Lee D. Roussel
CPO:	Michael Rinker
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ECUADOR

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ADM:	Ned E. Morris
RSO:	Scott A. Tripp
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CPO:	Alton P. Gorbett
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IAGS:	James P. Hutchings
PC:	Robert Drickey
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APHIS:	Raymond Carbajal
FAA:	Victor Tamariz (resident in Miami)
FAA/CASLO:	Victor H. Echevarria (resident in Caracas)
LAB:	James H. Benson
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ABBREVIATIONS AND SYMBOLS

ACM	Assistant Chief of Mission
ADM	Administrative Section
ADV	Adviser
AGR	Agricultural Section (USDA/FAS)
AID	Agency for International Development
ALT	Alternate
AMB	Ambassador
AMB SEC	Ambassador's Secretary
APHIS	Animal and Plant Health Inspection Service Officer
APO	Army Post Office
ATO	Agricultural Trade Office (USDA/FAS)
BCAO	Branch Cultural Affairs Officer (USIS)
Bg	Brigadier General
BIB	Board for International Broadcasting
BO	Branch Office (of Embassy)
BOB/EUR	Board of Broadcasting, European Office
BPAO	Branch Public Affairs Officer (USIS)
B.P.	Boite Postale
C	Consulate
CA	Consular Agency/Agent
CAO	Cultural Affairs Officer (USIS)
Capt	Captain (USN)
CDC	Centers for Disease Control
Cdr	Commander
CEO	Cultural Exchange Officer (USIS)
CG	Consul General, ConsulateGeneral
CG SEC	Consul General's Secretary
CHG	Charge d'Affaires
CINCAFSOUTH	Commander-in-Chief Allied Forces Southern Europe
CINCEUR	Commander-in-Chief U.S. European Command
CINCUSAFE	Commander-in-Chief U.S. Air Forces Europe
CINCUSAREUR	Commander-in-Chief U.S. Army Europe
Col	Colonel
COM	Commercial Section (FCS)

CON	Consul, Consular Section
COUNS	Counselor
C.P.	Caixa Postal
CPO	Communications Program Officer
CUS	Customs Service (Treasury)
DAC	Development Assistance Committee
DCM	Deputy Chief of Mission
DEA	Drug Enforcement Agency
DEP	Deputy
DEP DIR	Deputy Director
DIR	Director
DOE	Department of Energy
DPAO	Deputy Public Affairs Officer (USIS)
DPO	Deputy Principal Officer
DSA	Defense Supply Adviser
E	Embassy
ECO	Economic Section
ECO/COM	Economic/Commercial Section
EDO	Export Development Officer
ERDA	Energy Research and Development Administration
EX-IM	Export-Import
FAA	Federal Aviation Administration
FIC/JSC	Finance Committee and Joint Support Committee
FIN	Financial Attache (Treasury)
FODAG	Food and Agriculture Organizations
FPO	Fleet Post Office
IAEA	International Atomic Energy Agency
IAGS	Inter-American Geodetic Survey
ICAO	International Civil Aviation Organization
IMO	Information Management Officer
IO	Information Officer (USIS)
IRM	International Resources Management
IRS	Internal Revenue Service
ISM	Information Systems Manager

JUS/CIV	Department of Justice, Civil Division
JUSMAG	Joint US Military Advisory Group
LAB	Labor Officer
LO	Liaison Officer
Ltc	Lieutenant Colonel
LEGAT	Legal Attache
M	Mission
Mg	Major General
MAAG	Military Assistance Advisory Group
MILGP	Military Group
MSG	Marine Security Guard
MIN	Minister
MLO	Military Liaison Office
MNL	Minerals Officer
NARC	Narcotics
NATO	North Atlantic Treaty Organization
NAU	Narcotics Assistance Unit
OAS	Organization of American States
ODA	Office of the Defense Attache
ODC	Office of Defense Cooperation
OIC	Officer in Charge
OMC	Office of Military Cooperation
PAO	Public Affairs Officer (USIS)
PO	Principal Officer
PO SEC	Principal Officer's Secretary
POL	Political Section
POL/LAB	Political and Labor Section
POLAD	Political Adviser
POL/ECO	Political/Economic Section
Radm	Rear Admiral
REDSO	Regional Economic Development Services Office
REF	Refugee Coordinator
REP	Representative
RES	Resources
RHUDO	Regional Housing and Urban Development Office
ROCAP	Regional Officer for Central American Programs
RPSO	Regional Procurement and Support Office

RSO	Regional Security Officer
SAO	Security Assistance Office
SCI	Scientific Attache
SEC DEL	Secretary of Delgation
SHAPE	Supreme Headquarters Allied Powers Europe
SLG	State and Local Government
SR	Senior
STC	Security Trade Control
UNEP	United Nations Environment Program
UNESCO	United Nations Educational, Scientific, and Cultural Organizations
UNIDO	United Nations Industrial Development Organization
USA	United States Army
USAF	United States Air Force
USDA/APHIS	Animal and Plant Health Inspection Service
USEC	US Mission to European Communities
USGS	US Geological Survey
USINT	United States Interests Section
USIS	United States Information Service
USLO	United States Liaison Office
USMC	United States Marine Corps
USMTM	US Military Training Mission
USN	United States Navy
USNATO	US Mission to the North Atlantic Treaty Organization
USOAS	US Mission to the Organization of American States
USOECD	US Mission to the Organization for Economic Cooperation and Development
USTTA	US Travel and Tourism Agent
USUN	US Mission to the United Nations
VC	Vice Consul
VOA	Voice of America

STATE ZIP CODES

In conjunction with the U.S. Postal Service's new system of 9-digit ZIP Codes, the Department of State has assigned a unique 4-digit number to each Foreign Service post. All mail sent through the Department's pouch system (for posts without APO/FPO addresses) should add the 4-digit number to the current ZIP Code 20521. For example, the new ZIP Code for Abidjan would be 20521–2010; for Abu Dhabi, 20521–6010. Refer to the following list for each Foreign Service post's unique number.

Abidjan 2010
Abu Dhabi 6010
Accra 2020
Adana 5020
Addis Ababa 2030
Alexandria 6090
Algiers 6030
Almaty 7030
Amman 6050
Amsterdam 5780
Ankara 7000
Antananarivo 2040
Apia 4400
Ashkhabad 7070
Asmara 7170
Asuncion 3020
Athens 7100
Auckland 4370
Baghdad 6060
Baku 7050
Bamako 2050
Bandar Seri
Begawan 4020
Bangkok 7200
Bangui 2060
Banjul 2070
Barcelona 5400
Barranquilla 3040
Beijing 7300
Beirut 6070
Belfast 5360
Belgrade 5070
Belize 3050
Berlin 5090
Bern 5110
Bilbao 5410
Bishkek 7040
Bissau 2080
Bogota 3030
Bombay 6240
Bonn 7400
Bordeaux 5580
Brasilia 7500
Bratislava 5840
Brazzaville 2090
Bridgetown 3120
Brisbane 4130
Brussels
(USNATO - M) .5230
Brussels (E) 7600
Bucharest 5260
Budapest 5270
Buenos Aires 3130
Bujumbura 2100
Cairo 7700
Calcutta 6250
Calgary 5490
Canberra 7800
Cape Town 2480
Caracas 3140
Casablanca 6280
Cebu 4230
Chengdu 4080
Chiang Mai 4040
Chisinau 7080
Ciudad Juarez 3270
Colombo 6100
Conakry 2110
Copenhagen 5280
Cotonou 2120
Curacao 3160
Dakar 2130
Damascus 6110
Dar Es Salaam 2140
Dhahran 6310
Dhaka 6120

Djibouti 2150
Doha 6130
Douala 2530
Dubai 6020
Dublin 5290
Durban 2490
Dushanbe 7090
Edinburgh 5370
Florence 5670
Frankfurt 7900
Freetown 2160
Fukuoka 4310
Gaborone 2170
Geneva (BO & M) .. 5120
Genoa 5680
Georgetown 3170
Guadalajara 3280
Guangzhou 4090
Guatemala City 3190
Guayaquil 3430
The Hague 5770
Halifax 5500
Hamburg 5180
Hamilton 5300
Harare 2180
Havana 3200
Helsinki 5310
Hermosillo 3290
Hong Kong 8000
Honiara 4390
Islamabad 8100
Istanbul 5030
Izmir 5040
Jakarta 8200
Jeddah 6320
Jerusalem 6350
Johannesburg 2500
Kaduna 2260
Kampala 2190
Karachi 6150
Kathmandu 6190
Khartoum 2200
Kiev 5850
Kigali 2210
Kingston 3210
Kinshasa 2220
Kolonia 4120
Koror 4260
Krakow 5140
Kuala Lumpur 4210
Kuwait 6200
Lagos 8300
Lahore 6160
La Paz 3220
Leipzig 5860
Libreville 2270
Lilongwe 2280
Lima 3230
Lisbon 5320
Ljubljana 7140
Lome 2300
London 8400
Luanda 2550
Lubumbashi 2230
Lusaka 2310
Luxembourg 5380
Madras 6260
Madrid 8500
Majuro 4380
Malabo 2320
Managua 3240
Manama 6210
Manila 8600
Maputo 2330
Maracaibo 3150
Marseille 5600
Martinique 3250
Maseru 2340
Matamoros 3300
Mazatlan 3310
Mbabane 2350
Medan 4190
Melbourne 4140
Merida 3320
Mexico City 8700
Milan 5690
Minsk 7010
Mogadishu 2360
Mombasa 2400
Monrovia 8800
Monterrey 3330
Montevideo 3360
Montreal 5510
Moroni 2380
Moscow 5430
Munich 5190
Muscat 6220
Naha 4320
Nairobi 8900
Naples 5700
Nassau 3370
N'Djamena 2410

New Delhi 9000
Niamey 2420
Nicosia 5450
Nouakchott 2430
Nuevo Laredo 3340
Oran 6040
Osaka-Kobe 4330
Oslo 5460
Ottawa 5480
Ouagadougou 2440
Palermo 5710
Panama City 9100
Paramaribo 3390
Paris 9200
Perth 4160
Peshawar 6170
Phnom Penh 4540
Ponta Delgada 5340
Port-au-Prince 3400
Port Louis 2450
Port Moresby 4240
Porto Alegre 3070
Port-of-Spain 3410
Poznan 5050
Prague 5630
Praia 2460
Pretoria 9300
Pusan 4270
Quebec 5520
Quito 3420
Rabat 9400
Rangoon 4250
Recife 3080
Reykjavik 5640
Riga 4520
Rio de Janeiro 3090
Riyadh 6300
Rome 9500
St. George's 3180
St. Johns 3010
St. Petersburg 5440
Salzburg 5830
San Jose 3440
San Salvador 3450
Sanaa 6330
Santiago 3460
Santo Domingo 3470
Sao Paulo 3110
Sapporo 4340
Sarajevo 7130
Seoul 9600
Shanghai 4100
Shenyang 4110
Singapore 4280
Sofia 5740
Songkhla 4050
Stockholm 5750
Strasbourg 5620
Stuttgart 5200
Surabaya 4200
Suva 4290
Sydney 4150
Tallinn 4530
Tashkent 7110
Tbilisi 7060
Tegucigalpa 3480
Tel Aviv 9700
Thessaloniki 5060
Tijuana 3350
Tirana 9510
Tokyo 9800
Toronto 5530
Tunis 6360
Udorn 4060
Ulaanbaatar 4410
Valletta 5800
Vancouver 5540
Vatican City 5660
Victoria 2510
Vienna 9900
Vientiane 4350
Vilnius 4510
Vladivostok 5880
Warsaw 5010
Wellington 4360
Windhoek 2540
Yaounde 2520
Yerevan 7020
Zagreb 5080
Zurich 5130

*U.S. G.P.O.:1993-342-811:80007

Notes

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TELEPHONING A FOREIGN SERVICE POST

Below is the procedure for telephoning a Foreign Service post. American Embassy Canberra is used as an example.

Calling From a U.S. Government Agency:

Dial 9 + international access code + country code + city code + local number

Ex: 9 + 011 + [61] + (6) + 2705000

Others:

Dial international access code + country code + city code + local number

Ex: 011 + [61] + (6) + 2705000

NOTE: Some international calls will require operator assistance because the country is not an international dial country. The telephone listing for these countries will not be preceded by a country code and city code (always shown in brackets and parentheses).

Calls to certain points outside the continental U.S. can be dialed in the same manner as long distance. Simply dial the area code or country code and the local number. For these locations, no city code will appear with the telephone number.

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